



Ruben Grijalva
Executive Director

California Fire & Rescue Training Authority, Sacramento

9320 Tech Center Drive, Sacramento, CA 95826 • Phone (916) 475-1660 • Fax (916) 475-1662
www.fireandrescuetraining.ca.gov

Fire Chief Kim Zagaris, Chairperson
Deputy Chief Lloyd Ogan
Director Matt Kelly

Governing Council

California Governor's Office of Emergency Services
Sacramento Fire Department
Sacramento Metropolitan Fire District

CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO GOVERNING COUNCIL REGULAR MEETING December 11, 2014 – 4:00 PM

**9320 Tech Center Drive
Sacramento, CA 95826**

AGENDA

CALL TO ORDER

Council Chair Fire Chief Kim Zagaris called the meeting to order at 4:00PM. Also present: Delegated Deputy Chief Ogan, and Delegate Director Matt Kelly, Legal Josh. Staff: Executive Director Fire Chief Ruben Grijalva, Council Clerk Chantall Hurtado and an audience of five.

PLEDGE TO THE FLAG

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

CONSENT AGENDA

- | | |
|------------------------------------------------------------------------------------------------------------------------------------|---|
| 1. Approval of Action Summary: September 29, 2014 | 1 |
| 2. Fiscal Document/County of Sacramento District Signature List | 5 |
| 3. Governing Council Travel – Zagaris | 6 |
| 4. Annual Election of Officers: Chairperson (Zagaris), Vice Chairperson (Ogan) and Secretary (Kelly)– Current Positions maintained | * |
| 5. Appointment of Governing Council Clerk – Chantall Hurtado | * |

- **Council Action:**

Zagaris: He would like to approve everything but item 3. due to conflict of interest.

King/Kelly: Director Matt Kelley would like to amend his motion, Ogan seconds the motion. Director Matt Kelley abstained his motion. He will restate the motion. Director Matt Kelly: "I move that we approve the consent agenda, except for item 3 that we shall discuss separately."

Kelly: On the subject of item number 3 under consent agenda, he would like to move approval.

(AYES: Kelly, King, Zagaris)
Motion Passed

EXECUTIVE DIRECTOR REPORT (Grijalva)

*

Chief Grijalva states that this is his second meeting with the governing council. He has seen positives within the organization, and challenges. The positives; He would like to recognize Hillary Mitchell, Ashley Cesaretti and Chantall Hurtado. They are picking up new responsibilities and doing an outstanding job. Although Cristy is no longer an employee of ours, she continues to work part time for us, filling the gap for some issues we have been dealing with. So she has also been doing an outstanding job. We have two new employees. Lana Nielsen who is doing payroll and Norma Serrano in accounts payable. Norma has picked up a backlog of 3 months of Cal card payments that were behind and we are currently up to date. It's processing a lot of paperwork, they are learning as they go along and they too are doing an outstanding job. Sherri is the one that has been training them and we are making progress. Some other positives are that Larry Davis, who is the deputy executive director has been doing some outstanding work at the CESC. We are working on some of the bugs that are out there. Larry is staying on top of the contractor. We have been planning implementation soon of a simulator process. He and Grijalva have been met with Cynthia Labs and very soon, they hope to be implementing some far sight in the CESC to be able to do some large scale simulations disasters. We do need help from our partners OES, Metro and Sac City as we move forward on some of these large scale training exercises. Bringing in people from all across the country and possibly outside of the country. It's an exciting opportunity at the CESC and the staff is working hard to make that work, so he is really pleased with what is going on. Staff training is going positive within the organization. We have brought some outside instructors to do some Office365 training. We've also brought someone in to look at the technology here that we have had some issues with. Internet access and so forth. We are looking at doing some corrections with the network.

He has been spending allot of time looking for redundancy's and dealing with expenses that may be redundant or unnecessary. We have also done some great training outside training. We coordinated with US&R for COMMS training in Southern California, as well as some K-9 Evals down in the middle of the states. On another downside, we continue to see low enrollment in some of our other training courses that are high cost training classes that were already established. Which leads to cancelations. Again, would have an adverse downward spiraling impact on our reputation. On the other hand, we have had some positives classes that are low cost classes from our local instructors that have been filled and overfilled. He thinks it's really necessary for us to concentrate on local instructors as apposed to going out to a higher overhead cost training classes.

FINANCE REPORT – Grijalva

1. Status of 2014/2015 Budget

7

Receive and File

PRESENTATION ITEMS(S)

1. Paramedic Program Update (Grijalva)

2. Training Needs Survey (Grijalva)

3. CFRTA Business Plan (Grijalva)

RECESS TO CLOSED SESSION

CLOSED SESSION GOVERNMENT CODES:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government section 54956.9 (b); potential case

CLOSED SESSION REPORT

- **Council Action:**
No reportable Action

GOVERNING COUNCIL QUESTIONS AND COMMENTS

ADJOURNMENT

- **Council Action:**
Zagaris to adjourn meeting at 4:56PM. No reportable action

NEXT MEETING(S) ~ Location: California Fire & Rescue Training Authority
9320 Tech Center Drive, Sacramento, CA 95826

2015 Schedule, 4PM

Thursday, February 19, 2015

Thursday, April 16, 2015

Thursday, June 18, 2015

Thursday, September 17, 2015

Thursday, December 3, 2015

Posted on December 8, 2014 by:



Sherri A. Martucci, Council Clerk

**Available at meeting

* Indicates no attachment